

Subject

5 March 1976

MEMORANDUM FOR: Deputy Director for Administration

25X1A

FROM :
Acting Director of Personnel

SUBJECT : Office of Personnel Report - Week Ending
5 March 1976

1. Savings Bonds: The 1976 U. S. Savings Bonds Campaign is being conducted in the Agency during the month of March. A kick-off meeting for keypersons and campaign workers was held in the Auditorium on 1 March with approximately 200 employees in attendance. Mr. George Wilkes from the Treasury Department spoke to the group and presented a promotional movie. His presentation was well received, and the audience responded with a number of good questions about the advantages of savings bonds and sales procedures.

2. Voluntary Investment Plan:

a. Mr. Snodgrass of the Staff of the House Sub-Committee on Appropriations concurred in a delay (to as late as 30 June) in implementing the decision that VIP absorb the administrative costs of running the program. There remains still unresolved the question of whether or not the Agency may absorb the portion of the administrative costs attributable to considerations of cover and security.

b. Mr. Robert Woodward of The Washington Post has requested, under the Freedom of Information Act, practically every document in existence pertaining to the VIP. We are attempting to have him refine his request. He is the Woodward of the team of Woodward and Bernstein, investigative reporters, who achieved notoriety for their stories on the Watergate episode.

3. Retirement Activity: These final figures show the extent to which the "early out" options of discontinued service and involuntary retirements were used in the open period ending 29 February 1976:

<u>Civil Service</u>	<u>CIARDS</u>	<u>Total</u>
25	10	35

4. Blood Donor Day: Agency employees continued their outstanding support of the Red Cross Blood Donor Program with another successful Blood Donor Day on 2 March 1976. There were 180 units of blood collected, as compared with 164 for March of last year.

5. Voting Act - Field Notice: Our Review Staff drafted a Field Notice on the new Public Law 94-203, Overseas Citizens Voting Act of 1975, at the request of DDO/Career Management Group.

6. Special Meeting: Officers of Position Management and Compensation Division attended a meeting of the Classification and Compensation Society on 27 February at the Civil Service Commission. A complete review of the Factor Evaluation System was presented by Mr. Paul Katz of the CSC.

7. Rehired Annuitant: The following rehired annuitant case was approved for the Directorate for Administration:



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8. Lenten Services: Lenten Services were held in the Auditorium on Ash Wednesday. Approximately 400 persons attended the Catholic service, compared with 256 last year. Eighty individuals attended the Protestant service, compared with a similar number last year.

COMING EVENTS:

Brigadier General Charles P. Graham, U. S. Army, Director, Force Programs and Structure, Office of the Deputy Chief of Staff for Operations and Plans, Department of the Army, will be the guest speaker for the military reserve unit on 9th March 1976. He will talk on the subject, "Army Problems." The meeting will be conducted in the Auditorium at 1745 hours.

Distribution:

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** O/DDA advised that
correct date is 8 March,
per call from MPB.*